

Air Traffic Services (ATS) Annual Occupational Safety and Health (OSH) Report for FY2003

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Injury/Illness Analysis

While ATS experienced a slight increase in the number of total and lost time cases and injury costs from FY2002, we still met the Federal Worker Initiative case rate goals. We had no occupational fatalities in FY2003. (Note: the Department of Labor (DOL) denied one heart attack death filed by family members)

DOL data has historically indicated a substantial number of unknown cases, in some years as high as 30 percent. In both FY2001 and FY2002, "cause unknown" was listed as the primary cause of ATS injury/illness. In FY2003, ATS has spent a substantial effort in trying to identify the actual causes, types, and sources of their mishaps. As a result, we were able to reduce the number of unknown causes this year to a minimum. This combined with program changes in the Safety Management Information System interferes with a direct comparison of data, however our analysis indicates that the primary nature and cause of injuries over the past few years remains sprains and strains from handling furnishings, equipment, tools, and machinery; stress claims due to air traffic operational incidents; slips trips and falls; and complaints of noise related incidents caused by headset tones events. Overall efforts directed at reducing stress and headset tone incidents have been successful, however results have varied within the regions and at certain facilities.

OSHA FW2K Targeted Facilities

Of the 3 facilities originally identified on the OSHA targeted inspection list from Federal Worker 2000, only one (New York TRACON) continues to have high number of worker's compensation cases filed. Indianapolis Air Route Traffic Control Center was removed the first year after the staffing levels were recalculated.

In FY2002, New York TRACON successfully lowered their case rate after a concerted effort by management and union to reduce stress cases related to operational air traffic controllers filing stress claims after there has been an operational error, deviation, or other aircraft incident. In FY2003, their numbers rose again, with 42 stress cases filed. The reduction of these operational errors and resulting claims has been the focus of on-going FAA, ATS, and DOT efforts for several years.

The third facility, Cleveland Automated Flight Service Station was placed on the targeted list due to a high incidence of cases filed in the baseline year. That year they had a fire in the facility that caused a large number of employees to file injury claims due to smoke inhalation and/or stress from the fire. Since then they have consistently experienced a very low number of incidents. In FY2002, they had a total of three cases (1 lost time) and successfully passed an OSHA site evaluation. In FY2003 they had three cases (2 lost time, 1 restricted duty). It must be noted that there has been confusion regarding the actual case rate at the facility. Due to the methodology by which OSHA collects mishap data, using the local zip code as the "site code", the injuries from several different facilities have been applied to the AFSS (e.g. in FY2003, 15 total cases, 10 lost time). It is our opinion that Cleveland AFSS should be removed from the targeted facility list.

Training

Training has been accomplished for all the high-risk areas (e.g. electrical safety, lockout-tagout, emergency evacuation) identified in our FY2002 OSH training plan. Due to resource limitations, lower risk training was not. It has been an ATS priority to bring regional OSH professionals together for their own professional development, but also so that they can share lessons learned, identify new areas of concern and report on on-going initiatives and special emphasis items. They then travel back and are able to share the information with other regional and field facility personnel. Numerous classes have been offered both nationally and thru the regional offices on subjects such as fire life safety, training for safety and health committees, requirements for design and acquisition of new systems, etc.

Accomplishments

ATS OSH professionals were integral to the successful development and implementation of the Safety Management Information System which was implemented nationally effective October 1, 2003. Self-evaluations with high-level management involvement was accomplished by all regions and Centers and reviewed at Headquarters. All executive management performance goals related to environmental and OSH were accomplished in a timely manner. Approximately 95% of all priority one course reviews at the Mike Monroney Aeronautical Center were completed and recommendations made to correct environmental and OSH deficiencies found in the course curriculum.

Goals

To incorporate OSH as a core business value of the organization, so that it is considered up front as a part of the operational requirements. This will reduce mishaps and avoid costly retrofits of equipment and systems that are not designed or delivered in compliance with regulatory requirements.

Expand the review of courses offered to Agency managers and supervisors to ensure environmental, safety and occupational health is properly covered, and that attendees understand their roles and responsibilities, as well as the liabilities for non-compliance.

We will continue to track and maintain data associated with OWCP claims. The data will be used to identify trends and causal factors so that safety issues can be addressed in a timely manner. Additionally, this data will serve as a tool to measure the effectiveness of initiatives and programs specifically designed to promote a safer work environment. Information provided by the tracking system will enhance our ability to:

- Review data for trends and assist with resolution.
- Provide briefings to facility managers, human resource specialists, and organizational leadership
- Establish policy and procedures that are proactive in promoting safety
- Evaluate new policies and procedures to validate their effectiveness in reducing OWCP claims.

1. Injury/Illness Data (see attached)

2. Accomplishments and Initiatives

Accomplishments for assuring that ATS workers, supervisors and committee members received appropriate job health and safety awareness and hazard recognition information and training.

- Conducted two joint Regional Program Managers for Environment and Safety (RPMES)/ Regional Occupational Safety and Health Managers (ROSHM) workshops and one Occupational Safety and Health Program (OCP) Workshop at the Mike Monroney Aeronautical Center (AMC).
- Conducted Air Traffic OSH training for regional air traffic OSH coordinators and bargaining unit representatives.
- Conducted four air traffic control tower (ATCT) fire alarm maintenance-training courses, one Viking system sprinkler course and one Air Route Traffic Control Center (ARTCC) fire alarm maintenance course.
- Developed a Fire/Life Safety Program Management Handbook that outlines key program initiatives, including budget and program responsibility matrix.
- Collaborative efforts and emphasis on training by management and bargaining unit representatives improved the implementation and effectiveness of regional and field Occupational Safety, Health and Environmental Compliance Committees (OSHECCOM) throughout the Agency.
- Supported the acquisition of over 40 new systems by providing occupational safety and health and environmental technical assistance throughout the acquisition process.
- Completed audits of 103 of 109 priority 1 courses at the FAA Academy resulting in over 1,500 findings 89% of which are related to electrical safety issues.
- Coordinated implementation phase of course audit findings with the Airway Facilities Training Division and the FAA Academy and initiated an effort to develop training progression plans.
- In coordination with the FAA Academy, developed Electrical Safety and High Voltage National Course and funded five electrical safety courses for Academy Instructors.
- Regional Air Traffic OSH coordinators sent out safety information on a frequent basis, both for general awareness and also for specific events. Information included monthly accident summaries with notes on significant issues; information suitable for use in employee briefings; notes from regional OSHECCOM meeting/training; announcements about and briefing information on special safety related events (changing batteries in smoke alarms, seat belt use, etc.); reviews of accident/incident statistics and follow-up to ensure hazardous situations are corrected/resolved, etc.
- Regular monthly teleconferences are held to discuss current OSH issues, distribute information and to share lessons learned.

Accomplishments for assessing the effectiveness of the ATS safety and occupational health programs.

- Performed on-site reviews of the EOSH Programs in the Central (ACE), Great Lakes (AGL) and Southwest (ASW) Regions.
- Finalized the Occupational Safety and Health Program (OCP) Plans for Southern Region (ASO) and the William J. Hughes Technical Center (ACT). Results were: Both organizations now have five year plans for implementation of their Occupational Safety and Health Programs.
- Reviewed all regional EOSH Program self-evaluations.
- Regional Airway Facilities Division Managers completed self-evaluations of their EOSH Programs and reported the results to the Environmental, Energy and Safety Division (AFZ-800). Results were:

Regions and SMOs were able to review their OSH Program implementation status via the self-evaluation process and the national OSH program office was able to gauge their status via both evaluation processes.

- Incorporated Occupational Safety and Health Performance Standards into senior managers' performance agreements.
- Initiated a preliminary assessment of FAA Aviation Systems Standards (AVN) operations to determine what Environmental and Occupational Safety and Health (EOSH) requirements apply to their operations and developed recommendations regarding resources and other management actions to ensure full and successful implementation of AVN's EOSH Program.
- Performed a safety assessment of the proposed runway incursion laser light system being developed by the Alaskan Region.
- Performed an on-site evaluation of a new grounding method for the Signal Reference Plane of the Airport Surveillance Radar (ASR-11) to correct employee tripping hazards.
- Evaluated the proposed design of the Airport Surveillance Radar (ASR-11) Radome Zenith Hatch Ladder and provided recommendations to make the design consistent with applicable Occupational Safety and Health Administration (OSHA) standards.
- Participated in the Southern (ASO) and Eastern (AEA) Regions' NAS Technical Evaluation Program (NASTEP) site visits at Myrtle Beach, South Carolina and Atlantic City, New Jersey System Support Centers (SSC) and Ronald Reagan National Airport.
- Established Workplace Inspection Group to begin development of implementation guidance for the Annual Inspection Program (AIP).
- Regional initiatives included development of a web-based abatement and safety finding program to allow easier access for supervisors tracking status of safety findings.

Accomplishments in the identification, assessment and resolution of ATS safety and health problems, including your agency's system of (a) providing recognition to outstanding achievers and (b) establishing accountability and performance standards for managers, supervisors and employees.

- Issued the Model Airway Facilities Asbestos Operations and Maintenance Plan to provide guidance and uniformity to region/center asbestos operations and maintenance plans and activities.
- Unilaterally issued the Electrical Safety and Fall Protection Implementation Guidance to ensure the continued safety and efficiency of NAS operations and assist the regions, centers and NAS Implementation Program (ANI) Implementation Centers in developing and implementing Electrical Safety and Fall Protection Programs.
- Environmental and Safety Teams, consisting of OSH, management, and labor personnel provided regional technical evaluations of environmental and occupational safety and health matters. The OSH professional interfaces with the field supervisors and technicians to identify safety program deficiencies and assist in correcting the deficiencies.
- Developed and published a National Airspace System (NAS) Change Proposal (NCP) for a suite of modifications to the Airport Surveillance Radar (ASR-9) towers that mitigates a set of critical safety deficiencies on the mezzanine level of the tower.
- Initiated a process for adopting a national modification to the Instrument Landing System (ILS)/Glide Slope (GS) towers throughout the National Airspace System (NAS) to resolve a number of significant fall hazards inherent in conducting maintenance activities from these towers.
- Developed, designed, tested, procured and fielded 75 lightweight, pole-mounted, four-element probe boxes, which eliminated a significant fall hazard associated with conducting annual checks of dipole performance on the Air Traffic Control Radar Beacon System (ATCRBS) 5-foot antenna array on top of the Airport Surveillance Radar (ASR-9) antennas and beacon-only Air Traffic Control Beacon

Interrogator (ATCBI-6) sites.

- Initiated an effort with the Mode-S/CD-2 Digitizer Branch (AOS-260) and the ASR-9 Terminal Radar/Radar Analysis Software Branch (AOS-270) to implement a modification to the ASR-9 antenna, designed and developed by AFZ-800, which allows maintenance technicians to safely perform critical two-handed maintenance tasks on the back of the Airport Surveillance Radar (ASR-9) antenna.
- Air Traffic works with Airway Facilities to coordinate and provide follow-up, review and coordination of action items that are the outcome of annual safety/fire life safety inspections, tri-annual air and water testing and asbestos and mold removal projects.
- High-achieving employees were recognized for their work in implementing the FAA's Environmental and Occupational Safety and Health (EOSH) Program through nomination for awards under such prestigious FAA Awards Programs as the Administrator's Annual Environmental Excellence Awards, the Air Traffic Services Awards Program and the Airway Facilities National Honorary Awards Program. Employees were also nominated for recognition under such external awards programs as the Harvard University's Innovations in Government Program. In addition, high achieving region/center employees were also recognized for their EOSH accomplishments at the semi-annual Regional Program Managers for Environment and Safety (RPMES) and Regional Occupational Safety and Health Program Managers Workshops conducted in FY03.

Unique or significant accomplishments that ATS made last year to enhance employee participation, involvement and consultation in the safety and occupational health program.

- Developed and executed Memorandum of Understanding (MOU) between AFZ-800 and the Infrastructure Platform (ANI-30) to strengthen and provide uniformity to existing working relationships between the regional Operations Branches (AXX-470) and the Infrastructure Platforms of the NAS Implementation Centers related to the Environmental and Occupational Safety and Health (EOSH) Compliance Program.
- Acquired, configured, tested and implemented an improved backup and recovery system for Environmental Safety Information System (ESIS) databases. Developed and deployed Oracle Discoverer Web-based reports for data in the ESIS databases.
- Regionally, Occupational Safety and Health Teams, made up of System Management Office safety professionals, the Regional Program Manager for Environment and Safety and Regional Occupational Safety and Health Manager meet quarterly to update the Occupational Safety and Health Compliance Plan, focusing on the Region's five program priorities: Hazardous Energy, Hazard Communication, Personal Protective Equipment, Equipment and Tool Safety, and Climbing, Walking, and Working Surfaces.
- Established Fire/Life Safety technical and operations advisory groups to provide program continuity and assist program managers in the cost-effective evaluation of various program elements.
- Integrated Fire/Life Safety projects into the NAS Implementation (ANI) Corporate Work Plan representing 24 towers receiving approximately 960 man-days of support from project engineers and ANI resources. Certified the completion of 14 air traffic control towers for the July 2003 reporting period to OSHA.
- All FY03 Executive Performance Management Goals related to EOSH activities were accomplished in a timely manner. The management of the OSH Program was enhanced through the conduct of two joint workshops of the Regional Program Managers for Environment and Safety and the Regional Occupational Safety and Health Program Managers. The Regions and Centers performed annual workplace inspections to ensure a safe workplace for FAA employees. OSH professionals attended seminars and workshops to maintain their professional credentials and stay abreast of advancing technologies. Systematic evaluations of the EOSH Program were conducted at three regions to ensure accomplishment of program goals and objectives. All regions performed self-evaluations of

their EOSH Programs in FY03 and reported the results to the Director of Airway Facilities. Specific EOSH milestones were included in the performance plans of Airway Facilities field organization executives. In addition, five-year draft Occupational Safety and Health Compliance Program (OCP) plans were finalized for the Southern Region and the William J. Hughes Technical Center.

3. Identify your annual OSH plans, goals and objectives, and significant OSH initiatives planned and programmed for the coming year(s).

- ATS is facing a major reorganization in FY2004. We face the challenge of establishing a performance based operation that encompasses design and acquisition of systems and equipment; management of the FAA infrastructure; and operation of the air traffic control system. As the Activity Value Analysis is conducted the OSH program staff will focus on ensuring safety and health is integrated as a core value and part of doing business. The ATO is a very large operation, so it's critically important to pull the field people close to all executive decisions – from safety to budget. One of our biggest challenges will be ensuring that adequate resources are provided to accomplish the high risk and critical program requirements, and ensuring the others are prioritized and implemented as soon as possible.
- It is an ATO OSH Program goal to include requirements for all Division Managers to complete a self-evaluation of their Environmental and Occupational Safety and Health (EOSH) Program.
- In FY2003, Airway Facilities successfully included EOSH milestones into the performance goals of Airway Facilities executive/managers. In FY004 the OSH organizations hope to expand that to all ATO executive/managers.
- Continued development and implementation of a comprehensive fire life safety program, to include three-airport traffic control tower, one air route traffic control center, and one resident engineer training courses; and certification of additional air traffic control towers.
- ATO is in the process of establishing a workgroup tasked with developing model national indoor air quality implementation guidance. The first meeting is scheduled for second quarter FY2004.
- As identified in ATS goals of 2003, Airway Facilities has successfully conducted job hazard analyses on pre-determined systems/equipment, documenting EOSH deficiencies and reported them to the appropriate program office, product team and integrated product team for action. However the efforts to finalize the transition plan from system hazard analysis to job hazard analysis for new/existing systems/equipment have been delayed by bargaining unit negotiations.
- Another FY2003 goal to finalize the draft five-year Occupational Safety and Health Compliance Program (OCP) plans for Southern Region and William J. Hughes Technical Center was accomplished.
- A major goal of FY2004 is to ensure that all injuries and illnesses are entered into the Agency's new web-based Safety Management Information System.
- Efforts to reduce stress claims filed as a result of air traffic control operational errors have had mixed results. While initiatives in FY2002 significantly reduced the claims, this past year some facilities saw a rise in their numbers. Efforts in this area will be continued into FY2004.